TOWN OF BLUFFTON HISTORIC PRESERVATION COMMISSION
Auditorium, Theodore D. Washington Municipal Building
Wednesday, September 6, 2017, Minutes

Present:  Hank McCracken, Chairperson; Christopher Epps, Vice-Chairperson; Marge Blair; Will Guenther; Bruce Trimbur; Joseph Mascetti; Chuck Dulcie;

Absent:  N/A

Staff:  Erin Schumacher, Principal Planner - Historical Preservation & Urban Design; Katie Peterson, Planner; Marcia Hunter, Growth Management Coordinator

I.  CALL TO ORDER

McCracken called the meeting to order at 6:00 p.m.

II.  ROLL CALL

III.  NOTICE REGARDING ADJOURNMENT

The Historic Preservation Commission will not hear new items after 9:30 p.m. unless authorized by a majority vote of the Commission Members present. Items which have not been heard before 9:30 p.m. may be continued to the next regular meeting or a special meeting date as determined by the Commission Members.

IV.  NOTICE REGARDING PUBLIC COMMENTS

Every member of the public who is recognized to speak shall address the Chairman and in speaking, avoid disrespect to Commission, Staff, or other members of the meeting. State your name and address when speaking for the record. COMMENTS ARE LIMITED TO THREE (3) MINUTES.

V.  ADOPTION OF AGENDA

Blair made a motion to approve the September 6, 2017, Historic Preservation Commission meeting agenda. Dulcie seconded the motion. All were in favor and the motion passed.

VI.  ADOPTION OF MINUTES

Trimbur made a motion to adopt the August 2, 2017, Historic Preservation Commission meeting minutes.

Guenther seconded the motion. All were in favor and the motion passed.

VII.  PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

There were no public comments.
VIII. OLD BUSINESS

There was no old business.

IX. NEW BUSINESS

1. FOR ACTION

I. Certificate of Appropriateness: A request by Rhett Jeffcoat on behalf of David Henson and Marilyn Allpress, for approval of a Certificate of Appropriateness to construct a new 1-story single family residence of approximately 2,600 SF and to construct a Carriage House building of approximately 955 SF, located on the property identified as 10 Stock Farm Road (Lot 37), in the Stock Farm Development, in the Old Town Bluffton Historic District and zoned Neighborhood General-HD. (COFA 06-17-11062) (Staff – Erin Schumacher)

Erin Schumacher presented the information to the Commission, which is incorporated into these minutes.

Guenther made a motion to approve the construction of a new 1-story single family residence of approximately 2,600 SF and to construct a Carriage House building of approximately 955 SF on the property identified as 10 Stock Farm Road (COFA-6-17-11062) with the following conditions:

1. Per Section 5.15.6.A. of the UDO, the column material noted in the Project Analysis must be revised to be a permitted finish material.

2. The column spacing along the front porch was approved as submitted as an appropriate design solution.

3. Per Section 5.15.6.M.1.e. of the UDO, the shutter material must be revised to a durable wood.

4. Per Section 5.15.6.N.7. of the UDO, the water table material configuration must be revised to use 2X material.

5. Per Section 3.22.2.A. of the UDO, A Town of Bluffton Tree Removal Permit must be submitted and approved for the removal of any tree 14” (DBH) or greater located on a single family lot.

Trimbur seconded the motion. All were in favor and the motion passed.

II. Certificate of Appropriateness: A request by Southern Coastal Homes, for approval of a Certificate of Appropriateness to construct a new 2-story single family residence of approximately 1,765 SF, located on the property identified as 6 Guerrard Avenue in the Old Town Bluffton Historic District and zoned Neighborhood General-HD. (COFA 04-17-10827) (Staff – Erin Schumacher)

Erin Schumacher presented the information to the Commission, which is incorporated into these minutes.
Dulcie made a motion to approve the construction of a new 2-story single family residence of approximately 1,765 SF, located on the property identified as 6 Guerrard Avenue (COFA-4-17-10827) with the following conditions:

1. HPC reviewed and approved the proposed design as an appropriate example of a Sideyard Building Type.

2. Per Section 3.22.2.A. of the UDO, a Town of Bluffton Tree Removal Permit must be submitted and approved for the removal of any tree 14” (DBH) or greater located on a single family lot.

3. Recommendation: Extend the driveway to allow for additional parking.

Guenther seconded the motion. All were in favor and the motion passed.

III. **Certificate of Appropriateness:** A request by Southern Coastal Homes, for approval of a Certificate of Appropriateness to construct a new 1-story single family residence of approximately 1,640 SF and an accessory carriage house of approximately 800 SF, located on the property identified as 8 Guerrard Avenue in the Old Town Bluffton Historic District and zoned Neighborhood General-HD. (COFA 04-17-10826) (Staff – Erin Schumacher)

Erin Schumacher presented the information to the Commission which is incorporated into these minutes.

Dulcie made a motion to approve the construction of a new 1-story single family residence of approximately 1,640 SF and an accessory carriage house of approximately 800 SF, located on the property identified as 8 Guerrard Avenue (COFA-4-17-10826) with the following conditions:

1. Per Section 3.22.2.A. of the UDO, a Town of Bluffton Tree Removal Permit must be submitted and approved for the removal of any tree 14” (DBH) or greater located on a single family lot.

Epps seconded the motion. All were in favor and the motion passed.

IV. **Certificate of Appropriateness:** A request by Southern Coastal Homes, for approval of a Certificate of Appropriateness to construct a new 1 and 1/2-story single family residence of approximately 1,820 SF, located on the property identified as 10 Guerrard Avenue in the Old Town Bluffton Historic District and zoned Neighborhood General-HD. (COFA 04-17-10828) (Staff – Erin Schumacher)

Erin Schumacher presented the information to the Commission which is incorporated into these minutes.

Blair made a motion to approve the construction of a new 1 and 1/2-story single family residence of approximately 1,820 SF, located on the property identified as 10 Guerrard Avenue (COFA-4-17-10828) with the following conditions:
1. Per Section 3.22.2.A. of the UDO, A Town of Bluffton Tree Removal Permit must be submitted and approved for the removal of any tree 14” (DBH) or greater located on a single family lot.

2. Recommendation: Extend the driveway to allow for additional parking.

Trimbur seconded the motion. All were in favor and the motion passed.

V. Certificate of Appropriateness: A request by Southern Coastal Homes, for approval of a Certificate of Appropriateness to construct a new 2-story single family residence of approximately 1,765 SF, located on the property identified as 12 Guerrard Avenue in the Old Town Bluffton Historic District and zoned Neighborhood General-HD. (COFA 04-17-10829) (Staff – Erin Schumacher)

Erin Schumacher presented the information to the Commission which is incorporated into these minutes.

Trimbur made a motion to approve the construction of a new 2-story single family residence of approximately 1,765 SF, located on the property identified as 12 Guerrard Avenue (COFA-4-17-10829) with the following conditions:

1. HPC reviewed and approved the proposed design as an appropriate example of a Sideyard Building Type.

2. Per Section 3.22.2.A. of the UDO, a Town of Bluffton Tree Removal Permit must be submitted and approved for the removal of any tree 14” (DBH) or greater located on a single family lot.

3. Recommendation: Extend the driveway to allow for additional parking.

Guenther seconded the motion. All were in favor and the motion passed.

VI. Certificate of Appropriateness: A request by InCircle Architecture on behalf of Brian Smith, for approval of a Certificate of Appropriateness to construct a new 2 1/2-story multifamily residential building of approximately 5,355 SF. The property is identified by tax map number R610 039 000 0746 0000 (Building Pad #4) in the Old Village Square Development in the Old Town Historic District and zoned as Neighborhood General-HD. (COFA 7-17-11172) (Staff – Erin Schumacher)

Erin Schumacher presented the information to the Commission, which is incorporated into these minutes.

McCracken and Epps recused themselves from this item due to conflict of interest.

Trimbur made a motion to approve the construction of a new 2 1/2-story mixed use building of approximately 5,355 SF on the property identified by tax map number R610 039 000 0497 0000 (COFA-7-17-11172) with the following conditions:
the construction of a new 2 1/2-story mixed use building of approximately 5,355 SF on the property identified by tax map number R610 039 000 0497 0000 (COFA-7-17-11172) with the following conditions:

1. Per the Applications Manual, a landscape plan shall be provided to Town Staff to review for conformance with the UDO.

2. Per Section 3.22.2.A. of the UDO, a Town of Bluffton tree removal permit is required for the removal of any trees over 8” in DBH.

3. Per Section 3.10.6.B.2. of the UDO, all comments from the Development Review Committee (DRC) review of the Development Plan Amendment must be addressed prior to the issuance of a Certificate of Appropriateness.

4. Per Section 5.15.5.F.1.e. & 9.3.E.5 of the UDO, the square footage of the third floor half-story must be revised to be no greater than 70% of the square footage of the floor beneath it with any architectural changes to be reviewed by HPRC.

5. Should any change of use require modification to the architecture, these changes will be reviewed by Town Staff and the HPRC.

6. Per Section 5.15.6.E.3.a. of the UDO, the colonnade along the front must be widened to no less than 8-0” from the building face to the inside of the column with any architectural changes to be reviewed by HPRC.

7. Per Section 5.15.6.H.1.a. of the UDO, the column spacing of the second story porches must be revised to be no further apart than they are tall with any architectural changes to be reviewed by HPRC.

8. Per Section 5.15.6.I.3.c. of the UDO, the door operations must be shown as casement or French in accordance with the UDO.

Mascetti seconded the motion. All were in favor and the motion passed.

**VII. Certificate of Appropriateness:** A request by InCircle Architecture on behalf of Brian Smith, for approval of a Certificate of Appropriateness to construct a new 2 1/2-story mixed use building of approximately 5,355 SF. The property is identified by tax map number R610 039 000 0497 0000 (Building Pad #2), and is located on Schults Road in the Old Village Square development in the Old Town Bluffton Historic District and zoned as Neighborhood General-HD. (COFA 2-17-10593) (Staff – Erin Schumacher)

Erin Schumacher presented the information to the Commission, which is incorporated into these minutes.

McCracken and Epps recused themselves from this item due to conflict of interest.

Trimbur made a motion to approved the construction of a new 2 1/2-story mixed use building of approximately 5,355 SF on the property identified by
tax map number R610 039 000 0497 0000 (COFA-2-17-10593) with the following conditions:

1. Per the Applications Manual, a landscape plan shall be provided to Town Staff to review for conformance with the UDO.

2. Per Section 3.22.2.A. of the UDO, a Town of Bluffton tree removal permit is required for the removal of any trees over 8” in DBH.

3. Per Section 3.10.6.B.2. of the UDO, all comments from the Development Review Committee (DRC) review of the Development Plan Amendment must be addressed prior to the issuance of a Certificate of Appropriateness.

4. Per Section 5.15.5.F.1.e. & 9.3.E.5 of the UDO, the square footage of the third floor half-story must be revised to be no greater that 70% of the square footage of the floor beneath it with any architectural changes to be reviewed by HPRC.

5. Per Section 5.15.6.E.3.a. of the UDO, the colonnade along the front and rear must be widened to no less than 8-0” from the building face to the inside of the column with any architectural changes to be reviewed by HPRC.

6. Per Section 5.15.6.H.1.a. of the UDO, the column spacing of the second story porches must be revised to be no further apart than they are tall with any architectural changes to be reviewed by HPRC.

7. Per Section 5.15.6.I.3.c. of the UDO, the door operations must be shown as casement or French in accordance with the UDO.

8. Should any change of use require modification to the architecture, these changes will be reviewed by Town Staff and the HPRC.

Blair seconded the motion. All were in favor and the motion passed.

**VIII. Certificate of Appropriateness:** A request by InCircle Architecture on behalf of Brian Smith, for approval of a Certificate of Appropriateness to construct a new 2 1/2-story mixed use building of approximately 5,355 SF. The property is identified by tax map number R610 039 000 0746 0000 (Building Pad #3) in the Old Village Square Development in the Old Town Historic District and zoned as Neighborhood General-HD. (COFA 7-17-11170) (Staff – Erin Schumacher)

Trimbur made a motion approve the construction of a new 2 1/2-story mixed use building of approximately 5,355 SF on the property identified by tax map number R610 039 000 0497 0000 (COFA-7-17-11170) with the following conditions:

1. Per the Applications Manual, a landscape plan shall be provided to Town Staff to review for conformance with the UDO.
2. Per Section 3.22.2.A. of the UDO, a Town of Bluffton tree removal permit is required for the removal of any trees over 8” in DBH.

3. Per Section 3.10.6.B.2. of the UDO, all comments from the Development Review Committee (DRC) review of the Development Plan Amendment must be addressed prior to the issuance of a Certificate of Appropriateness.

4. Per Section 5.15.5.F.1.e. & 9.3.E.5 of the UDO, the square footage of the third floor half-story must be revised to be no greater that 70% of the square footage of the floor beneath it with any architectural changes to be reviewed by HPRC.

5. Per Section 5.15.6.E.3.a. of the UDO, the colonnade along the front and rear must be widened to no less than 8-0” from the building face to the inside of the column with any architectural changes to be reviewed by HPRC.

6. Per Section 5.15.6.H.1.a. of the UDO, the column spacing of the second story porches must be revised to be no further apart than they are tall with any architectural changes to be reviewed by HPRC.

7. Per Section 5.15.6.I.3.c. of the UDO, the door operations must be shown as casement or French in accordance with the UDO.

8. Should any change of use require modification to the architecture, these changes will be reviewed by Town Staff and the HPRC.

Blair seconded the motion. All were in favor and the motion passed.

**IX. Certificate of Appropriateness:** A request by InCircle Architecture on behalf of Brian Smith, for approval of a Certificate of Appropriateness to construct a new 2 1/2-story mixed use building of approximately 5,355 SF. The property is identified by tax map number R610 039 000 0746 0000 (Building Pad #5) in the Old Village Square Development in the Old Town Historic District and zoned as Neighborhood General-HD. (COFA 7-17-11171) (Staff – Erin Schumacher)

Dulcie made a motion to approve the construction of a new 2 1/2-story mixed use building of approximately 5,355 SF on the property identified by tax map number R610 039 000 0497 0000 (COFA-7-17-11171) with the following conditions:

1. Per the Applications Manual, a landscape plan shall be provided to Town Staff to review for conformance with the UDO.

2. Per Section 3.22.2.A. of the UDO, a Town of Bluffton tree removal permit is required for the removal of any trees over 8” in DBH.

3. Per Section 3.10.6.B.2. of the UDO, all comments from the Development Review Committee (DRC) review of the Development Plan.
Amendment must be addressed prior to the issuance of a Certificate of Appropriateness.

4. Per Section 5.15.5.F.1.e. & 9.3.E.5 of the UDO, the square footage of the third floor half-story must be revised to be no greater than 70% of the square footage of the floor beneath it with any architectural changes to be reviewed by HPRC.

5. Per Section 5.15.6.E.3.a. of the UDO, the colonnade along the front must be widened to no less than 8'-0" from the building face to the inside of the column with any architectural changes to be reviewed by HPRC.

6. Per Section 5.15.6.H.1.a. of the UDO, the column spacing of the second story porches must be revised to be no further apart than they are tall with any architectural changes to be reviewed by HPRC.

7. Per Section 5.15.6.I.3.c. of the UDO, the door operations must be shown as casement or French in accordance with the UDO.

8. Should any change of use require modification to the architecture, these changes will be reviewed by Town Staff and the HPRC.

Trimbur seconded the motion. All were in favor and the motion passed.

X. Recommendation to Town Council: A recommendation from the Historic Preservation Commission (HPC) to Town Council that Town Staff draft an amendment to the Unified Development Ordinance to require all vertical construction proposed as a Public Project within the - HD Zoning Districts to come before the HPC for review and approval through the Certificate of Appropriateness application process.

Epps made the motion for a recommendation from the Historic Preservation Commission (HPC) to Town Council that Town Staff draft an amendment to the Unified Development Ordinance to require any structure proposed to be erected, renovated, demolished, relocated or removed, in whole or in part, or any changes to the exterior architectural as a Public Project within the - HD Zoning Districts to come before the HPC for review and approval through the Certificate of Appropriateness application process.

Trimbur seconded the motion. All were in favor and the motion passed.

X. DISCUSSION

McCracken requested a study of past deviations and/or exceptions made within the Historic District, such as colonnade depth, to help the Commission provide consistent review for items not strictly permitted by the UDO. The study would assist in determining what should be reviewed on a case by cases basis, as well as what should not be approved as it does not meet the intent of the UDO. Erin Schumacher will present the request to Staff for further evaluation.
XI. ADJOURNMENT

The September 6, 2017, Historic Preservation Commission meeting adjourned at 8:26 p.m.